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REGISTER OF WAGE DETERMINATIONS UNDER  
THE SERVICE CONTRACT ACT

By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR DIVISION  
WASHINGTON D.C. 20210

Shirley F. Ebbesen                      Division of  
Director                                  Wage Determinations

Wage Determination No.: 2005-2432  
Revision No.: 12  
Date Of Revision: 06/15/2010

State: Oklahoma

Area: Oklahoma Counties of Alfalfa, Atoka, Beckham, Blaine, Bryan, Caddo, Canadian, Carter, Cleveland, Coal, Custer, Dewey, Ellis, Garfield, Garvin, Grady, Grant, Harper, Hughes, Johnston, Kingfisher, Lincoln, Logan, Love, Major, Marshall, McClain, Murray, Noble, Oklahoma, Payne, Pontotoc, Pottawatomie, Roger Mills, Seminole, Washita, Woods, Woodward

**\*\*Fringe Benefits Required Follow the Occupational Listing\*\***

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		12.59
01012 - Accounting Clerk II		14.13
01013 - Accounting Clerk III		18.28
01020 - Administrative Assistant		20.53
01040 - Court Reporter		18.46
01051 - Data Entry Operator I		10.62
01052 - Data Entry Operator II		11.59
01060 - Dispatcher, Motor Vehicle		15.86
01070 - Document Preparation Clerk		13.46
01090 - Duplicating Machine Operator		13.46
01111 - General Clerk I		12.19
01112 - General Clerk II		13.30
01113 - General Clerk III		18.00
01120 - Housing Referral Assistant		18.77
01141 - Messenger Courier		10.32
01191 - Order Clerk I		11.55
01192 - Order Clerk II		14.08
01261 - Personnel Assistant (Employment) I		14.04
01262 - Personnel Assistant (Employment) II		15.86
01263 - Personnel Assistant (Employment) III		17.79
01270 - Production Control Clerk		19.05
01280 - Receptionist		11.80
01290 - Rental Clerk		14.04
01300 - Scheduler, Maintenance		14.04
01311 - Secretary I		14.04
01312 - Secretary II		16.20
01313 - Secretary III		18.77
01320 - Service Order Dispatcher		14.00
01410 - Supply Technician		20.53
01420 - Survey Worker		15.86
01531 - Travel Clerk I		12.10
01532 - Travel Clerk II		12.87
01533 - Travel Clerk III		13.49
01611 - Word Processor I		12.51
01612 - Word Processor II		14.04
01613 - Word Processor III		15.80
05000 - Automotive Service Occupations		

05005 - Automobile Body Repairer, Fiberglass	16.49
05010 - Automotive Electrician	17.24
05040 - Automotive Glass Installer	16.31
05070 - Automotive Worker	14.84
05110 - Mobile Equipment Servicer	13.22
05130 - Motor Equipment Metal Mechanic	16.49
05160 - Motor Equipment Metal Worker	14.84
05190 - Motor Vehicle Mechanic	16.49
05220 - Motor Vehicle Mechanic Helper	12.63
05250 - Motor Vehicle Upholstery Worker	14.03
05280 - Motor Vehicle Wrecker	14.84
05310 - Painter, Automotive	15.67
05340 - Radiator Repair Specialist	14.84
05370 - Tire Repairer	12.12
05400 - Transmission Repair Specialist	16.49
07000 - Food Preparation And Service Occupations	
07010 - Baker	9.57
07041 - Cook I	8.31
07042 - Cook II	10.01
07070 - Dishwasher	7.41
07130 - Food Service Worker	7.66
07210 - Meat Cutter	12.99
07260 - Waiter/Waitress	7.51
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	14.86
09040 - Furniture Handler	10.36
09080 - Furniture Refinisher	14.86
09090 - Furniture Refinisher Helper	11.75
09110 - Furniture Repairer, Minor	13.31
09130 - Upholsterer	14.86
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	10.50
11060 - Elevator Operator	9.23
11090 - Gardener	11.66
11122 - Housekeeping Aide	10.19
11150 - Janitor	10.19
11210 - Laborer, Grounds Maintenance	9.80
11240 - Maid or Houseman	7.84
11260 - Pruner	9.23
11270 - Tractor Operator	10.94
11330 - Trail Maintenance Worker	9.80
11360 - Window Cleaner	10.30
12000 - Health Occupations	
12010 - Ambulance Driver	12.92
12011 - Breath Alcohol Technician	16.67
12012 - Certified Occupational Therapist Assistant	24.11
12015 - Certified Physical Therapist Assistant	19.04
12020 - Dental Assistant	13.67
12025 - Dental Hygienist	29.89
12030 - EKG Technician	20.95
12035 - Electroneurodiagnostic Technologist	20.95
12040 - Emergency Medical Technician	12.92
12071 - Licensed Practical Nurse I	14.90
12072 - Licensed Practical Nurse II	16.67
12073 - Licensed Practical Nurse III	18.59
12100 - Medical Assistant	12.15
12130 - Medical Laboratory Technician	15.73
12160 - Medical Record Clerk	13.18
12190 - Medical Record Technician	14.89
12195 - Medical Transcriptionist	11.89
12210 - Nuclear Medicine Technologist	32.13

12221 - Nursing Assistant I	9.28
12222 - Nursing Assistant II	10.43
12223 - Nursing Assistant III	11.38
12224 - Nursing Assistant IV	12.78
12235 - Optical Dispenser	13.10
12236 - Optical Technician	11.84
12250 - Pharmacy Technician	14.75
12280 - Phlebotomist	12.78
12305 - Radiologic Technologist	22.09
12311 - Registered Nurse I	25.36
12312 - Registered Nurse II	28.92
12313 - Registered Nurse II, Specialist	28.92
12314 - Registered Nurse III	34.99
12315 - Registered Nurse III, Anesthetist	34.99
12316 - Registered Nurse IV	41.94
12317 - Scheduler (Drug and Alcohol Testing)	20.65
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	20.97
13012 - Exhibits Specialist II	20.67
13013 - Exhibits Specialist III	24.88
13041 - Illustrator I	20.86
13042 - Illustrator II	25.12
13043 - Illustrator III	30.74
13047 - Librarian	18.93
13050 - Library Aide/Clerk	10.85
13054 - Library Information Technology Systems Administrator	17.07
13058 - Library Technician	11.07
13061 - Media Specialist I	12.32
13062 - Media Specialist II	13.79
13063 - Media Specialist III	15.37
13071 - Photographer I	12.06
13072 - Photographer II	14.88
13073 - Photographer III	17.97
13074 - Photographer IV	22.44
13075 - Photographer V	25.75
13110 - Video Teleconference Technician	14.73
14000 - Information Technology Occupations	
14041 - Computer Operator I	14.58
14042 - Computer Operator II	16.30
14043 - Computer Operator III	18.70
14044 - Computer Operator IV	20.23
14045 - Computer Operator V	22.41
14071 - Computer Programmer I	(see 1) 24.07
14072 - Computer Programmer II	(see 1)
14073 - Computer Programmer III	(see 1)
14074 - Computer Programmer IV	(see 1)
14101 - Computer Systems Analyst I	(see 1)
14102 - Computer Systems Analyst II	(see 1)
14103 - Computer Systems Analyst III	(see 1)
14150 - Peripheral Equipment Operator	14.58
14160 - Personal Computer Support Technician	20.23
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	29.92
15020 - Aircrew Training Devices Instructor (Rated)	36.20
15030 - Air Crew Training Devices Instructor (Pilot)	39.82
15050 - Computer Based Training Specialist / Instructor	29.92
15060 - Educational Technologist	22.28
15070 - Flight Instructor (Pilot)	39.82
15080 - Graphic Artist	20.81
15090 - Technical Instructor	17.74

15095 - Technical Instructor/Course Developer	21.70
15110 - Test Proctor	15.76
15120 - Tutor	15.76
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	8.32
16030 - Counter Attendant	8.32
16040 - Dry Cleaner	10.60
16070 - Finisher, Flatwork, Machine	8.32
16090 - Presser, Hand	8.32
16110 - Presser, Machine, Drycleaning	8.32
16130 - Presser, Machine, Shirts	8.32
16160 - Presser, Machine, Wearing Apparel, Laundry	8.32
16190 - Sewing Machine Operator	11.35
16220 - Tailor	12.12
16250 - Washer, Machine	9.10
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	17.99
19040 - Tool And Die Maker	24.44
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	15.25
21030 - Material Coordinator	21.82
21040 - Material Expediter	21.82
21050 - Material Handling Laborer	10.95
21071 - Order Filler	11.74
21080 - Production Line Worker (Food Processing)	15.25
21110 - Shipping Packer	12.63
21130 - Shipping/Receiving Clerk	12.63
21140 - Store Worker I	13.69
21150 - Stock Clerk	16.60
21210 - Tools And Parts Attendant	15.25
21410 - Warehouse Specialist	15.25
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	21.41
23021 - Aircraft Mechanic I	20.39
23022 - Aircraft Mechanic II	21.41
23023 - Aircraft Mechanic III	22.48
23040 - Aircraft Mechanic Helper	14.81
23050 - Aircraft, Painter	17.63
23060 - Aircraft Servicer	16.76
23080 - Aircraft Worker	17.75
23110 - Appliance Mechanic	16.59
23120 - Bicycle Repairer	12.12
23125 - Cable Splicer	21.71
23130 - Carpenter, Maintenance	18.10
23140 - Carpet Layer	17.15
23160 - Electrician, Maintenance	18.93
23181 - Electronics Technician Maintenance I	19.75
23182 - Electronics Technician Maintenance II	24.54
23183 - Electronics Technician Maintenance III	25.71
23260 - Fabric Worker	16.52
23290 - Fire Alarm System Mechanic	18.63
23310 - Fire Extinguisher Repairer	15.56
23311 - Fuel Distribution System Mechanic	22.15
23312 - Fuel Distribution System Operator	17.99
23370 - General Maintenance Worker	17.04
23380 - Ground Support Equipment Mechanic	20.39
23381 - Ground Support Equipment Servicer	16.76
23382 - Ground Support Equipment Worker	17.75
23391 - Gunsmith I	15.56
23392 - Gunsmith II	17.35
23393 - Gunsmith III	19.15

23410 - Heating, Ventilation And Air-Conditioning Mechanic	18.92
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	19.98
23430 - Heavy Equipment Mechanic	18.92
23440 - Heavy Equipment Operator	18.50
23460 - Instrument Mechanic	22.65
23465 - Laboratory/Shelter Mechanic	18.32
23470 - Laborer	10.42
23510 - Locksmith	18.24
23530 - Machinery Maintenance Mechanic	21.77
23550 - Machinist, Maintenance	18.92
23580 - Maintenance Trades Helper	13.18
23591 - Metrology Technician I	22.65
23592 - Metrology Technician II	23.62
23593 - Metrology Technician III	24.62
23640 - Millwright	19.15
23710 - Office Appliance Repairer	18.27
23760 - Painter, Maintenance	17.94
23790 - Pipefitter, Maintenance	19.97
23810 - Plumber, Maintenance	19.20
23820 - Pneudraulic Systems Mechanic	19.15
23850 - Rigger	19.15
23870 - Scale Mechanic	17.35
23890 - Sheet-Metal Worker, Maintenance	21.59
23910 - Small Engine Mechanic	17.04
23931 - Telecommunications Mechanic I	21.87
23932 - Telecommunications Mechanic II	22.83
23950 - Telephone Lineman	20.91
23960 - Welder, Combination, Maintenance	18.92
23965 - Well Driller	19.15
23970 - Woodcraft Worker	19.15
23980 - Woodworker	15.54
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	8.41
24580 - Child Care Center Clerk	13.27
24610 - Chore Aide	8.73
24620 - Family Readiness And Support Services Coordinator	12.12
24630 - Homemaker	15.64
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	22.39
25040 - Sewage Plant Operator	16.59
25070 - Stationary Engineer	22.39
25190 - Ventilation Equipment Tender	14.64
25210 - Water Treatment Plant Operator	16.35
27000 - Protective Service Occupations	
27004 - Alarm Monitor	12.93
27007 - Baggage Inspector	11.43
27008 - Corrections Officer	19.16
27010 - Court Security Officer	19.99
27030 - Detection Dog Handler	15.03
27040 - Detention Officer	19.16
27070 - Firefighter	23.62
27101 - Guard I	11.43
27102 - Guard II	15.03
27131 - Police Officer I	22.04
27132 - Police Officer II	24.50
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	9.42
28042 - Carnival Equipment Repairer	10.14

28043 - Carnival Equipment Worker	7.38
28210 - Gate Attendant/Gate Tender	13.14
28310 - Lifeguard	12.47
28350 - Park Attendant (Aide)	15.51
28510 - Recreation Aide/Health Facility Attendant	10.73
28515 - Recreation Specialist	15.51
28630 - Sports Official	11.71
28690 - Swimming Pool Operator	16.74
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	20.94
29020 - Hatch Tender	20.94
29030 - Line Handler	20.94
29041 - Stevedore I	19.94
29042 - Stevedore II	22.08
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	35.15
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	24.24
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	26.69
30021 - Archeological Technician I	17.01
30022 - Archeological Technician II	20.36
30023 - Archeological Technician III	25.22
30030 - Cartographic Technician	25.22
30040 - Civil Engineering Technician	24.03
30061 - Drafter/CAD Operator I	17.01
30062 - Drafter/CAD Operator II	20.36
30063 - Drafter/CAD Operator III	22.71
30064 - Drafter/CAD Operator IV	26.17
30081 - Engineering Technician I	18.11
30082 - Engineering Technician II	20.64
30083 - Engineering Technician III	23.09
30084 - Engineering Technician IV	28.60
30085 - Engineering Technician V	34.99
30086 - Engineering Technician VI	42.33
30090 - Environmental Technician	21.77
30210 - Laboratory Technician	19.34
30240 - Mathematical Technician	25.22
30361 - Paralegal/Legal Assistant I	18.67
30362 - Paralegal/Legal Assistant II	23.12
30363 - Paralegal/Legal Assistant III	28.28
30364 - Paralegal/Legal Assistant IV	34.22
30390 - Photo-Optics Technician	25.22
30461 - Technical Writer I	18.40
30462 - Technical Writer II	22.51
30463 - Technical Writer III	27.24
30491 - Unexploded Ordnance (UXO) Technician I	22.34
30492 - Unexploded Ordnance (UXO) Technician II	27.03
30493 - Unexploded Ordnance (UXO) Technician III	32.40
30494 - Unexploded (UXO) Safety Escort	22.34
30495 - Unexploded (UXO) Sweep Personnel	22.34
30620 - Weather Observer, Combined Upper Air Or Surface Programs (see 2)	22.71
30621 - Weather Observer, Senior (see 2)	25.22
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	11.62
31030 - Bus Driver	14.66
31043 - Driver Courier	13.20
31260 - Parking and Lot Attendant	9.68
31290 - Shuttle Bus Driver	14.03
31310 - Taxi Driver	10.60
31361 - Truckdriver, Light	14.03
31362 - Truckdriver, Medium	15.85

31363 - Truckdriver, Heavy	17.70
31364 - Truckdriver, Tractor-Trailer	17.70
99000 - Miscellaneous Occupations	
99030 - Cashier	7.88
99050 - Desk Clerk	8.70
99095 - Embalmer	23.55
99251 - Laboratory Animal Caretaker I	9.96
99252 - Laboratory Animal Caretaker II	10.59
99310 - Mortician	23.55
99410 - Pest Controller	13.65
99510 - Photofinishing Worker	12.45
99710 - Recycling Laborer	12.94
99711 - Recycling Specialist	16.41
99730 - Refuse Collector	12.57
99810 - Sales Clerk	11.07
99820 - School Crossing Guard	8.99
99830 - Survey Party Chief	23.62
99831 - Surveying Aide	13.28
99832 - Surveying Technician	19.04
99840 - Vending Machine Attendant	12.16
99841 - Vending Machine Repairer	14.63
99842 - Vending Machine Repairer Helper	11.82

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ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of \$3.50 per hour computed on the basis of all hours worked by service employees employed on the contract.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

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THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds

\$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am.

If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives.

Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

#### \*\* UNIFORM ALLOWANCE \*\*

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage



determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

#### Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent

information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.